

NOTICE OF SPECIAL MEETING

Pursuant to Section 54956 of the Government Code of the State of California, a Special Meeting of the **YOUTH ADVISORY COMMISSION** is hereby called for:

Date/Time: **Wednesday, March 20, 2024, 6:00 p.m.**
(or as soon thereafter as possible)

*****NOTE DATE CHANGE*****

Location: **City Hall Conference Room 203**
333 Civic Center Plaza

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Commission on any item, before or during consideration of the item, however, no action shall be taken on any item not on the agenda.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Items from the Audience
In accordance with Council Meeting Protocols and Rules of Procedure, adopted by Resolution No. 2019-240, and last amended by Resolution No. 2021-049, a five-minute maximum time limit per speaker will apply to all individuals speaking during "Items from the Audience/Public Comment". For non-agendized items, the Commission may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that the matter be placed on a future agenda or that staff provide additional information to the Commission.
5. Approval of Meeting Minutes
 - a. **Review and Approve the Regular Meeting Minutes from February 14, 2024**
6. Old Business
 - a. **Review and Discuss the Youth Advisory Commission Goals, Objectives, and Action Steps for 2024**
 - b. **Discussion on the New Community Service Project or Activity that was Approved at the February 2024 Meeting**
7. New Business
 - a. **Discuss and Approve the Youth Advisory Commission's Participation in the 3rd Annual Tracy Earth Day Event on April 27, 2024**
 - b. **Discuss and Approve the Youth Advisory Commission's Participation with the Summer Youth and Teen Camps**
 - c. **Discuss and Approve the Youth Advisory Commission's Participation in the Teen Only Nights at Joe Wilson Pool**
 - d. **Discuss and Approve the Proposed Senior Tech Help Program at the Lolly Hansen Senior Center**
8. Items from Staff
 - a. **Rollin' Rec Dates**
 - b. **YAC Recruitment Deadline, 4/26/24**
9. Items from the Commission
10. Adjournment to next Regular Meeting on April 10, 2024

AGENDA POSTED: March 13, 2024

The City of Tracy complies with the Americans with Disabilities Act and makes all reasonable accommodations for the disabled to participate in public meetings. Persons requiring assistance or auxiliary aids in order to participate should call City Hall at (209) 831-6000 at least 24 hours prior to the meeting. Any materials distributed to the majority of the Commission regarding any item on this agenda will be made available for public inspection in the Parks and Community Services Department located at 333 Civic Center Plaza, Tracy, during normal business hours.

**YOUTH ADVISORY COMMISSION
REGULAR MEETING MINUTES
February 14, 2024**

1. CALL TO ORDER: The meeting was called to order by Chair Kaur at 6:04 p.m.

2. ROLL CALL:

- a. Present: Bhattacharyya, Chair Kaur, Mahendran, Strickland, Syed, Su, Tatari
- b. Absent: McAdams, Vice Chair Shah
- c. Tardy: Kala
- d. Adult Commissioners Present: Amezquita-Javier
- e. Staff Present: Amanda Jensen, Recreation Coordinator
- f. Recorded by: Madison Delbridge, Recreation Leader III

3. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Chair Kaur.

4. ITEMS FROM THE AUDIENCE:

There were no items from the public.

5. APPROVAL OF MEETING MINUTES:

- a. Review and Approve the Regular Meeting Minutes from January 10, 2024.

ACTION: A motion was made to approve the minutes by Commissioner Kala and seconded by Commissioner Strickland. A roll call vote found all in favor. Passed and so ordered.

6. OLD BUSINESS:

- a. Review and Discuss the Youth Advisory Commission Goals, Objectives, and Action Steps For 2024 and Assign Commissioners to the Subcommittees

Chair Kaur reviewed the 2024 Youth Advisory Commission Goals, Objectives, and Action Steps with the Commission. Commissioner discussion followed.

The Commission discussed the following Goals and Objectives:

- 1. Goal - Program Enhancement
 - 1.A.1.** – Plan and implement an event or program within the teen community

Commissioner Kala provided an update from the subcommittees meeting. The subcommittee brainstormed ideas to focus on three different areas, mental health, vaping, and internships/career fairs. Each of the commissioners would further research one of the subject areas to see if they can all be combined into an event or three separate ideas. A follow-up meeting was scheduled for February 27th.

- 1.B.1.** – Work with City staff and local high schools to develop ideas and marketing strategies

Chair Kaur provided an update from the subcommittees meeting. The subcommittee brainstormed ideas for various new teen events such as teen flea market or carnival, government day, and a Unity Day. The subcommittee will narrow down the list to present back to the Commission for feedback. A meeting was scheduled for February 20th.

1.C.1. – Partner with Senior Center staff to develop ideas and implement one new program or event and work together for marketing and execution of the event

Chair Kaur provided an update from the subcommittee meeting. She stated that she met with Staff Jensen and the Recreation Coordinator, Caitlin Perkey that oversees the Senior Division, to brainstorm some ideas that include tech help, a game night, adopt-a-senior, and senior day of service. A meeting was scheduled for February 20th to further the develop the ideas.

1.D.2. – Work with staff to develop Rollin’ Rec program aspects that would draw in teen participation

Commissioner Mahendran and Kala provided an update from the subcommittees meeting. She stated that the subcommittee brainstormed ideas that include sumo suits, jumpy houses, and additional sports to include at Rollin’ Rec. A meeting was scheduled for February 28th.

2. Goal – Community Outreach

2.A.1. – Work with local service clubs and organizations to offer a community service opportunity to local teens

This item was brought as a staff report for approval by the Commission.

A meeting was scheduled for March 4th to further discuss.

2.B.1. – Assist museum staff in modernizing the Tracy Historical Museum to attract visitors and new volunteers

Staff Jensen explained that she will be meeting with West Side Pioneers, who oversee the Tracy Historical Museum, to discuss their needs and wants in March. A subcommittee meeting will then be scheduled.

2.C.1. – Propose social media post for all YAC events, programs, and community service opportunities that will help to engage local teens

Commissioner Mahendran provided an update on the subcommittee. She explained that she researched other cities youth commissions social media accounts to see what type of marketing they were using to draw teen participation. She also stated that she discussed a recruitment video including all commissioners.

Commissioner Kaur stated that she liked the idea and also proposed recording a “Day in the Life” of a Commissioner to include the upcoming events and/or programs YAC is participating in.

A meeting was scheduled for February 28th.

Staff Jensen stated all Commissioners would receive calendar invites for upcoming subcommittee meetings.

b. Discuss the Status of the Youth Advisory Commission 2023 Annual Report Presentation

Staff Jensen thanked Chair Kaur for her tremendous accomplishment of again presenting the annual report alone due to unforeseen circumstances and for staying later than anticipated to present. She also stated that Chair Kaur did an excellent job with answering the Council questions and that she received many kudos from City staff on her professionalism.

Chair Kaur thanked staff Jensen and explained that the Council was very happy to see how involved the Commission is in the community and if the Commission needs anything, to ask them.

7. NEW BUSINESS:

- a. Consider Rescheduling the Regular Commission Meeting Scheduled for March 13, 2024, Due to Potential Lack of Quorum

Staff Jensen shared the consideration that the meeting be canceled due to Tracy Unified School District Spring Break and potential conflicts with Commissioner's vacation schedules.

Commissioner discussion followed.

ACTION: A motion was made to cancel the regular Youth Advisory Commission meeting scheduled for March 13, 2024, and a Special Meeting be held on March 20, 2024, by Commissioner Strickland and seconded by Commissioner Mahendran. A roll call vote found all in favor. Passed and so ordered.

- b. Discuss and Approved One New Community Service project or Activity to Complete During National Volunteer Week

Chair Kaur read through the proposed list of community service projects ideas that included; a park clean-up, food/supply drive, garage sale, McHenry House needs, day of service for seniors, and senior tech help. She then asked the Commission to vote for their preferred project to complete.

Commissioner discussion followed.

ACTION: A motion was made to offer a senior day of service on Saturday, April 20th by Commissioner Tatari and seconded by Commissioner Strickland. A roll call vote found all in favor. Passed and so ordered.

8. ITEMS FROM STAFF:

- a. Rollin' Rec Dates

Staff Jensen reminded the Commission that the Rollin' Rec program was still being offered through the Winter/Spring. She also reminded the Commission of their goal to support the Rollin' Rec program twice per season.

- b. YAC Recruitment Deadline, 4/26/24

Staff Jensen reminded the Commission that the YAC recruitment was open for both youth and adults. She mentioned those with terms expiring in July, to reapply as well. She also stated that an email was sent out to all school clubs, activity directors, secretaries, and/or principals and to please follow-up with them to ensure that the email was received.

9. ITEMS FROM THE COMMISSION:

There were no items from the commission.

10. ADJOURNMENT:

Time: 6:51pm

ACTION: A motion was made to adjourn the meeting by Commissioner Strickland and seconded by Commissioner Syed. Roll call vote found all in favor. Passed and so ordered.

The above agenda was posted at the Tracy City Hall on February 8, 2024. The above are action minutes. A recording is available at the Parks and Recreation Department.

Amanda Jensen, Staff Liaison

DRAFT

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
March 20, 2024**

AGENDA ITEM 6.a.

REQUEST

**REVIEW AND DISCUSS THE YOUTH ADVISORY COMMISSION GOALS,
OBJECTIVES, AND ACTION STEPS FOR 2024**

DISCUSSION

The Youth Advisory Commission determined their top priority goals for the 2024 calendar year at the special meeting held on Monday, September 18, 2023. It is necessary for the Commission to discuss their objectives in more detail with City staff and plan accordingly.

Subcommittees are scheduled to meet on a monthly basis and report on the status of their assignments and projects at the monthly Youth Advisory Commission meetings. Each subcommittee will report on their goals/projects, completion dates, receive feedback from Commissioners and the Commission will make recommendations as needed.

RECOMMENDATION

That the Commission review and discuss the Youth Advisory Commission goals, objectives, and action steps for 2024.

Prepared by: Amanda Jensen, Recreation Program Coordinator

Reviewed by: Lauren Repetto, Recreation Services Supervisor

Approved by: Jolene Jauregui, Interim Director of Parks and Recreation

Attachment: Attachment "A" – Youth Advisory Commission Goals 2024

Tracy Parks & Recreation Department

Youth Advisory Commission Goals - 2024

Goal	Objective	Action Steps	Completion Date	Status (Assignment)	
1 PROGRAM ENHANCEMENT ----- Look for ways to enhance Recreation Programs that will provide benefits to teens	1.A. Offer one new teen event or program focusing on teen trends or issues (i.e. mental health, vaping, multicultural event, internships w/local businesses)	1.A.1. Plan and implement an event or program within the teen community	July 2024	Subcommittee: Commissioners Kala, Shah, & Strickland Meeting held on 2/27/24 to discuss the three target areas to explore for future events or programs	
		1.A.2. Work with the various high school clubs to promote new events or programs	June 2024	Subcommittee: Commissioners Syed, Tatari, & Strickland	
	1.B. Offer one new recreational teen event, program, or camp for high school aged teens (i.e. drive-in movie, teen festival, intercity tournament or game, all high school unity event)	1.B.1. Work with city staff and local high schools to develop ideas and marketing strategies	October 2024	Subcommittee: Chair Kaur, Commissioners Syed, & Shah Meeting held on 2/20/24 to narrow down the list of potential events	
		1.C.1. Partner with Senior Center staff to develop ideas and implement one new program or event and work together for marketing and execution of the event	April 2024	Subcommittee: Chair Kaur & Commissioner McAdams Meeting held on 2/20/24 to discuss the senior day of service project and senior tech help program	
	1.C. Participate with the Lolly Hansen Senior Center to propose at least one new intergenerational program or event (i.e. Ping Pong tournament, dance, adopt a grandparent)	1.C.2. Participate with senior programming and events	Monthly	Subcommittee: Commissioners McAdams, Su, & Shah	
		1.D. Support the Rollin' Rec Program	1.D.1. Attend and assist staff at Rollin' Rec a minimum of two dates per activity guide	July 2024	All commissioners
	1.D.2. Work with staff to develop Rollin' Rec program aspects that would draw in teen participation		Per Activity Guide	Subcommittee: Commissioners Mahendran & Kala Meeting held on 3/6/24 to narrow down the list of potential additions	
	2 COMMUNITY OUTREACH ----- Look for ways to make the Commission more visible; to participate with local organizations and service clubs throughout the community; and to widen participation of teens	2.A. Implement at least one new community service project (i.e. park clean-up, drive for local organization)	2.A.1. Work with local service clubs and organization to offer a community service opportunity to local teens	September 2024	Subcommittee: Commissioners Bhattacharya, Tatari, & Chair Kaur Meeting held on 3/4/24 to narrow down the list of potential ideas
			2.B. Support the Tracy Historical Museum	2.B.1. Assist museum staff in modernizing the Tracy Historical Museum to attract visitors and new volunteers	March 2024
		2.B.2. Volunteer at the Tracy Historical Museum twice per calendar year		December 2024	All commissioners
2.C. Work with Parks and Recreation staff to develop YAC social media posts		2.C.1. Propose social media post for all YAC events, programs, and community service opportunities that will help to engage local teens	Per Event or Program	Subcommittee: Commissioner Mahendran Meeting held on 3/6/24 to discuss the list of potential ideas further	
City Council Strategic Priority: Quality of Life Goal 3: Provide City Programming and Events That Bolster Quality of Life					

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
March 20, 2024**

AGENDA ITEM 6.b.

REQUEST

**DISCUSSION ON THE STATUS OF THE NEW COMMUNITY SERVICE PROJECT OR
ACTIVITY THAT WAS APPROVED AT THE FEBRUARY 2024 MEETING**

DISCUSSION

In order to meet Goal 2.A. "Implement at least one new community service project", the subcommittee proposed a list of potential projects to complete at the meeting held on February 14, 2024. The Commission discussed and approved offering a Senior Day of Service as its project to be held on Saturday, April 20, 2024, during National Volunteer Week.

In partnership with the Lolly Hansen Senior Center, the Commission will be responsible for assisting seniors in the Tracy community with light yard work, supervised by the Adult Commissioner and City staff. Seniors will sign-up at the Lolly Hansen Senior Center and provide details on the type of help that they are requesting. Commissioners will then be assigned to assist with accomplish the task. The subcommittee consisting of Chair Kaur, Commissioners Bhattacharya, and Tatari will provide an update on the timeline for creating and marketing the event.

RECOMMENDATION

That the Commission discusses the status of the new community service project or activity that was approved at the February 2024 meeting.

Prepared by: Amanda Jensen, Recreation Coordinator

Reviewed by: Lauren Repetto, Recreation Services Supervisor

Approved by: Jolene Jauregui, Interim Director of Parks & Recreation

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
March 20, 2024**

AGENDA ITEM 7.a.

REQUEST

**DISCUSS AND APPROVE THE YOUTH ADVISORY COMMISSION'S
PARTICIPATION IN THE 3rd ANNUAL TRACY EARTH DAY EVENT ON APRIL 27,
2024**

DISCUSSION

Earth Day is one of the most widely celebrated environmental events across the globe. On this day, events are held worldwide to increase awareness and appreciation of the Earth's natural environment. The Tracy Earth Day event is being presented by Tracy Earth Project Inc., a non-profit organization whose mission is to educate, empower and inspire community participation towards practices that promote responsible environmental sustainability and the City of Tracy. Tracy Earth Day 2024 will be a free community event providing educational booths, green vendors, City partners, and family activities. Various City Departments will be attending the event to educate the public on various resources such as; transportation, solid waste, recycling, parks, and landscape. This year, Tracy Earth Day will be held on Saturday, April 27, 2024, from 9:00am to 1:00pm on 9th Street and Central, across from the Farmer's Market.

The Commission is being asked to assist with marketing the event and to help with the Parks and Recreation booth and the Rollin' Rec program. Staff will provide the Commission with additional information on the event as the date gets closer.

RECOMMENDATION

Discuss and approve the Youth Advisory Commission's participation in the 3rd Annual Tracy Earth Day 2024 event presented by Tracy Earth Project Inc. on April 27, 2024.

Prepared by: Amanda Jensen, Recreation Coordinator

Reviewed by: Lauren Repetto, Recreation Services Supervisor

Approved by: Jolene Jauregui, Interim Director of Parks & Recreation

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
March 20, 2024**

AGENDA ITEM 7.b.

REQUEST

**DISCUSS AND APPROVE THE YOUTH ADVISORY COMMISSION'S
PARTICIPATION WITH THE SUMMER YOUTH & TEEN CAMPS**

DISCUSSION

In order to assist the commission in meeting Goal #1.A., the Youth Advisory Commission is being asked to work with City staff to market and assist with the youth & teen summer camps.

The subcommittee consisting of Commissioners Kala, Shah, and Strickland will help to develop various marketing tasks for the proposed camps below. All of the camps will be supervised and guided by City staff, and YAC is being requested to assist with leading activities at the following camps:

Girls Just Want to Have Fun: June 24-27 & July 15-18, 9am-12pm, Community Center

- Develop confidence and build self-esteem
- Learn quick and easy exercise routines, healthy eating tips, and make new friends

(PIN)spiration Workshop: June 3-6 & July 15-18, 1pm-4pm, Community Center

- Express creativity
- DIY projects

Babysitting for Beginners: June 10-13 & July 8-11, 9am-12pm, Community Center

- Quick snacks/meals to prepare
- First aid/CPR certification and Emergency Planning

Bake Like a Boss: June 10-13 & July 8-11, 1pm-4pm, Community Center

- Bake variety of desserts such as; cookies, cakes, and cupcakes
- Learn dessert decorating skills

RECOMMENDATION

Discuss and approve the Youth Advisory Commission's participation with the summer youth & teen camp programs.

Prepared by: Amanda Jensen, Recreation Coordinator

Reviewed by: Lauren Repetto, Recreation Services Supervisor

Approved by: Jolene Jauregui, Interim Director of Parks & Recreation

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
March 20, 2024**

AGENDA ITEM 7.c.

REQUEST

**DISCUSS AND APPROVE THE YOUTH ADVISORY COMMISSION'S
PARTICIPATION IN THE TEEN ONLY NIGHTS AT JOE WILSON POOL**

DISCUSSION

In order to assist the Commission in meeting Goal #1.A., the Youth Advisory Commission is being asked to assist City staff with the Teen Only Pool Nights on June 21st, July 19th, and August 9th, from 6:00pm to 9:00pm at the Joe Wilson Pool.

Commissioners will partner with staff to contribute ideas in planning the "Teen Only" Nights as well as assist with marketing the events to other high school teens. Commissioners will also be asked to attend to assist staff on the event days. A subcommittee will need to be formed to brainstorm and create marketing items and to create a signup sheet for Commissioners to volunteer to assist during the (3) Teen Only Nights. The events will be supervised and guided by City staff.

Dates: June 21, July 19, August 9

Time: 6pm-9pm

Location: Joe Wilson Pool

RECOMMENDATION

That the Commission discuss and approve the Youth Advisory Commission's participation in the Teen Only Pool Nights at Joe Wilson Pool.

Prepared by: Amanda Jensen, Recreation Coordinator

Reviewed by: Lauren Repetto, Recreation Services Supervisor

Approved by: Jolene Jauregui, Interim Director of Parks & Recreation

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
March 20, 2024**

AGENDA ITEM 7.d.

REQUEST

**DISCUSS AND APPROVE THE PROPOSED SENIOR TECH HELP PROGRAM AT
THE LOLLY HANSEN SENIOR CENTER**

DISCUSSION

At the February 14, 2024 meeting, the subcommittee for Goal #1.C., proposed a list of potential intergenerational programs or events for the Commission to partner with Senior Center to implement. From the proposed list, the Commission was interested in offering a "Senior Tech Help" day.

In partnership with the Lolly Hansen Senior Center, Commissioners will work together to host "Senior Tech Help" once a month at the Lolly Hansen Senior Center on the first Monday of each month from 2:00pm to 4:00pm, beginning in May 2024. Senior Center staff will take registrations and communicate with the YAC Staff Liaison, Amanda Jensen, to schedule commissioners to appointment times. The Commissions' responsibilities will include assisting seniors with questions and/or showing the seniors how to use various technology gadgets and creating a marketing piece to be distribute at the Senior Center and various other senior living locations.

RECOMMENDATION

That the Commission discuss and approve the proposed senior tech help program at the Lolly Hansen Senior Center.

Prepared by: Amanda Jensen, Recreation Coordinator

Reviewed by: Lauren Repetto, Recreation Services Supervisor

Approved by: Jolene Jauregui, Interim Director of Parks and Recreation